

Division of State Architect-Advisory Board
Board and All Committees-Status of
Motions and Follow-Up Items
Complete Items Only
June 28, 2005

<i>Item#</i>	<i>Topic/ Description</i>	<i>Meeting</i>	<i>Next AB</i>	<i>To DSA</i>	<i>Staff Report</i>
	<i>M = Motion</i>	<i>Date</i>	<i>Meeting</i>	<i>Staff</i>	<i>Back to AB</i>
	<i>F= Follow-Up Item</i>				

01 - DSA Advisory Board

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|--|---|--|-----------|-----------|--|
| 01.01.01 | F | Term Expiration Dates
Lowell requested that term expiration dates be listed on member roster. | 10/7/2004 | 1/18/2005 | |
| <i>Status:</i> Complete <i>Responsible Party:</i> Dan Rasmussen/Mary Ann Aguayo
<i>Comments:</i> Roster now includes expirations dates. Incorporate into web page. | | | | | |
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| 01.01.04 | F | Stakeholder Survey
Develop a Stakeholder survey to receive input – need more info. | 10/7/2004 | 1/18/2005 | |
| <i>Status:</i> Complete <i>Responsible Party:</i> Mary Ann Aguayo/Lowell Shields
<i>Comments:</i> Research historical stakeholder surveys. Place on 1-18-05 AB agenda. 1/3/05-Last comprehensive stakeholder survey completed in 2002. Mar 2005-DSA plans to conduct a survey in Fall 2005. | | | | | |
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| 01.01.05 | F | DSA Organizational Charts
Distribute DSA organizational charts. | 10/7/2004 | 1/18/2005 | |
| <i>Status:</i> Complete <i>Responsible Party:</i> Susan/Mary Ann
<i>Comments:</i> Susan to e-mail DSA organizational charts--to 1st level supervisor. Mary Ann will develop Stakeholder's functional chart and distribute at 1/18/05 AB meeting. 1/18/05-Functional org charts presented. | | | | | |
| | | | | | |
| 01.01.06 | F | DSA Academy Committee
Determine need and whether committee should be reestablished. | 10/7/2004 | 1/18/2005 | |
| <i>Status:</i> Complete <i>Responsible Party:</i> Mary Ann Aguayo/Richard Conrad
<i>Comments:</i> State Architect's level of interest, potential agenda items, DSA rep (CEA III?). Per Richard, on hold until CEA III is hired. Mar 2005-Not needed at this time. | | | | | |

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01.01.08	F Community Colleges Policy Committee A decision was made to either initiate a Community Colleges Policy Committee or add it is a component or task group of the EIPB Committee. <i>Status:</i> Complete <i>Responsible Party:</i> Susan/Mary Ann <i>Comments:</i> AB 1-18-05 agenda item for vote. Richard recommends a separate committee. 12-14-04 P&P Committee recommends working w/new representative and assessing future need for a separate committee over a period of time.	10/7/2004	1/18/2005		
01.01.09	F CASH and CSBA Conferences—Ad Hoc Committee Formation Lowell gained consensus to form an ad hoc committee by proxy for the Calif School Board Association (CSBA) conference in December and the CASH conference in February. JoAnn was nominated as chair. <i>Status:</i> Complete <i>Responsible Party:</i> JoAnn Koplin <i>Comments:</i> DSA Partnering Workshop. Mary Ann to follow up. Committee formed and topic selected (Beyond 1st Cost--How You Produce Excellence). Invitations have gone out to proposed presenters. 1/3/05-DSA will reimburse travel costs for AB members who participate in work shop delivery. 3/3/05-Workshop successfully executed. Information gathered may be posted on web and topic further expanded for 2006 conference. (See 09.01.01) 4/15/05-Worshop summary printout provided to full Board.	10/8/2004			4/15/2005
01.01.11	F DSA AB Web Page The AB, by general consensus, approved the format and content of the web page. It will be completed and sent out to all members to verify accuracy of names, etc. <i>Status:</i> Complete <i>Responsible Party:</i> Dan/Mary Ann <i>Comments:</i> Upon completion, initiate 5-day review by AB before posting. 12-15-04 e-mailed link to members for review and comment by 12-30-04. Posted January 2005.	10/8/2004	1/18/2005		
01.01.12	M Approve 6-18 Advisory Board Minutes Motion made by Kenny, 2nd by Paul Beyl. <i>Status:</i> Complete <i>Responsible Party:</i> <i>Comments:</i>	10/8/2004	1/18/2005		
01.01.13	M Approval of Safety and Emergency Response Committee Minutes Motion made by Stephanie, 2nd by Kenny. <i>Status:</i> Complete <i>Responsible Party:</i> <i>Comments:</i>	10/8/2004	1/18/2005		

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01.01.14	M Approval of Inspector Committee Minutes Motion made by Dennis, 2nd by Paul Villa.	10/8/2004	1/18/2005		
	<i>Status: Complete</i>	<i>Responsible Party:</i>			
	<i>Comments:</i>				
01.01.15	M Approval of EIPB Committee Minutes Motion made by Lowell, 2nd by Kerry Clegg. Approved with exception of two corrections on name spelling given to Elena.	10/8/2004	1/18/2005		
	<i>Status: Complete</i>	<i>Responsible Party:</i>	Elena/Mary Ann		
	<i>Comments: Corrections made.</i>				
01.01.16	M Approval of UDC Committee Minutes Motion by Pete Peterson, 2nd by Ken Paul. Approved with the exception of two issues where recommendation on proposed code was not accepted by DSA.	10/8/2004	1/18/2005		
	<i>Status: Complete</i>	<i>Responsible Party:</i>	Susan/Mary Ann		
	<i>Comments: Final minutes to identify two outstanding issues.</i>				
01.01.18	M M – Proposed New Access Policies Approval and Deletion of Existing Motion by Dennis, 2nd by Kerry Clegg. New: 04-01 Beveled Lip at Curb Ramps, 04-02 Detectable Warnings, 04-03 Visual Alarms in Classrooms. Deletions: 94-18 Ramp Landing Clearances at Doors, 95-02 Single Room Occupancy-Hotels, 96-04 Elevator Call Buttons-Mounting Height, 97-07 Top and Bottom Landings at Relocatable Classroom buildings, 97-11 Over-the-Counter Approvals for Existing Restrooms, 97-12 Access Code Adoption to the Metric System, 98-06 Signs.	10/8/2004	1/18/2005		
	<i>Status: Complete</i>	<i>Responsible Party:</i>	Susan/Aaron		
	<i>Comments:</i>				
01.01.19	M Approval of Suspension of Water Heater Bracing Acceptance Program Proposals Motion by John Scott, 2nd by Jim Ward. 1. Suspend further review and acceptance of earthquake bracing systems for residential water heaters, effective December 31, 2004. 2. Create a web page for the Water Heater Bracing Systems (effective January 1, 2004) containing the instructions document (required by law) and list of accepted manufacturers and/or products as of December 31, 2004. 3. Modify Web page (effective January 1, 2006) to include only generic installation instructions and link to the Health and Safety Code provisions.	10/8/2004	1/18/2005		
	<i>Status: Complete</i>	<i>Responsible Party:</i>	Mary Ann Aguayo/Richard Conrad		
	<i>Comments: To follow up. Report 1/18/05 on implementation status (original item is 02.01.13). Changes posted on DSA web page.</i>				

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01.01.21	F	Building Standards Committee Meeting Request To discuss the R.I.P., NFPA and several other topics.	10/8/2004	1/18/2005		
		<i>Status: Complete</i>	<i>Responsible Party: Elena/Chip</i>			
		<i>Comments: BSC agenda items for 12/2/04. Contact committee chairs for "other topics." 1-3-05 Meeting postponed. Will reschedule at 1/18/05 meeting. Meeting held February 2005.</i>				
01.01.24	F	Community Colleges Rep Advisory Board membership seeks a Community Colleges representative.	10/8/2004	1/18/2005		
		<i>Status: Complete</i>	<i>Responsible Party: Richard/Lowell</i>			
		<i>Comments: 1/18/05 agenda item. 11-04 representative selected.</i>				
01.02.01	M	Advisory Board October 7 & 8 Minutes Minutes approval.	1/18/2005	4/14/2005		
		<i>Status: Complete</i>	<i>Responsible Party:</i>			
		<i>Comments: Charles Higuera motioned to approve, Stephanie Gonos 2nd. Approval was unanimous.</i>				
01.02.02	F	Safety and Emergency Response Committee Discussion SIMS Training: Suggestion that DSA staff attend SIMS training.	1/18/2005	4/14/2005		
		<i>Status: Complete</i>	<i>Responsible Party: Mary Ann/Richard</i>			
		<i>Comments: To Richard Conrad for approval.</i>				
01.02.03	M	Excellence in Public Buildings Committee Minutes Approval	1/18/2005	4/14/2005		
		<i>Status: Complete</i>	<i>Responsible Party:</i>			
		<i>Comments: Motion to approve November 5, 2004 minutes by Dennis Shallenberger, 2nd by Pete Peterson, unanimously approved.</i>				
01.02.04	F	Executive Order S-20-04 "The Division of the State Architect in the Department of General Services should adopt guidelines by December 31, 2005, to enable and encourage schools built with state funds to be resource and energy efficient."	1/18/2005	4/14/2005		
		<i>Status: Complete</i>	<i>Responsible Party: Liz Schroeder/Mary Ann Aguayo</i>			
		<i>Comments: Send Executive Order to Board members. Mar 2005-Sent via e-mail.</i>				

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01.02.05	M	Universal Design Committee Minutes Approval	1/18/2005	4/14/2005		
		<i>Status: Complete</i>				
		<i>Responsible Party:</i>				
		<i>Comments:</i> Motion to approve September 28, 2004 minutes by Stephanie Gonos, 2nd by Gail Bates, unanimously approved.				
01.02.06	M	Universal Design Committee	1/18/2005	4/14/2005		
		Play Area Task Group: Pete Peterson mentioned DSA has no formal process for review of playgrounds and plans to make a recommendation at the next UDC meeting to disband work group.				
		<i>Status: Complete</i>				
		<i>Responsible Party:</i>				
		<i>Comments:</i> Lowell asked Board for an affirmation of recommendation. Unanimous. To be addressed at the May 2005 UDC meeting.				
01.02.07	M	Zero-Water Consumption Urinal Fixtures	1/18/2005	4/14/2005		
		Urinal Appeal: Motion made by Board to deny appeal, unanimous.				
		<i>Status: Complete</i>				
		<i>Responsible Party:</i> Susan Georgis				
		<i>Comments:</i> Prepare letter from Lowell to DGS director as stated in appeal process.				
01.02.08	F	Sustainability	1/18/2005	4/14/2005		
		Board requests an update on this issue for next meeting. Inquired as to whether AB can be involved.				
		<i>Status: Complete</i>				
		<i>Responsible Party:</i> Richard Conrad				
		<i>Comments:</i> 3/14/05-Update provided. DSAAB would like to stay informed--added to 01.01.07 reporting.				
01.02.09	F	Williams Lawsuit	1/18/2005	4/14/2005		
		Board requested link on DSA web page to provide guidance to schools.				
		<i>Status: Complete</i>				
		<i>Responsible Party:</i> Mary Ann Aguayo/Richard Conrad				
		<i>Comments:</i> See 04.02.08a. Mar 2005-Appropriate to reference it to OPSC who is the DGS office charged with implementation.				
01.03.01	M	DSA Advisory Board - January 18, 2005 Minutes	4/14/2005			
		Motion to approve the minutes made by Kenny Hall, 2nd by Bob Dyson.				
		<i>Status: Complete</i>				
		<i>Responsible Party:</i>				
		<i>Comments:</i> Unanimous approval w/noted changes.				

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01.03.02	F	DSAAB Information Line Request to correct inoperable telephone line.	4/14/2005	7/21/2005		7/21/2005
		<i>Status:</i> Complete <i>Responsible Party:</i> Liz Schroeder				
		<i>Comments:</i> Working with business services staff to correct malfunction. 4-25-05 Line corrected and tested.				
01-03-03	M	Safety & Emergency Response Committee - 12/1/04 Minutes Motion to approve minutes made by Dennis Shallenberger, 2nd by Kenny Hall	4/14/2005			
		<i>Status:</i> Complete <i>Responsible Party:</i>				
		<i>Comments:</i> Unanimous approval.				
01-03-04	M	Inspector Committee - 2/10/05 Minutes Motion to approve made by Kenny Hall, 2nd by Gale Bate	4/14/2005			
		<i>Status:</i> Complete <i>Responsible Party:</i>				
		<i>Comments:</i> Unanimous approval w/noted changes.				
01-03-05	M	Building Standards Committee - 2/17/05 Minutes Motion to approve minutes made by Gale Bate, 2nd by Bob Dyson.	4/14/2005			
		<i>Status:</i> Complete <i>Responsible Party:</i>				
		<i>Comments:</i> Unanimously approved.				

02 - Building Standards Committee

02.01.01	M	NFPA 5000 By motion, the committee expressed its concern that state policy, in the form of draft NFPA provisions, is being developed by a single entity, the consultant firm hired by NFPA, outside the normal consensus process for code development work. The motion was carried unanimously.	4/21/2004			
		<i>Status:</i> Complete <i>Responsible Party:</i> Chip Smith				
		<i>Comments:</i> Concern conveyed at the 6/18/04 AB meeting during BSC report.				
02.01.03	M	Stakeholder Review Process By motion, the committee approved the stakeholder review process concept proposed by DSA staff (as presented in the flow chart). The motion was carried unanimously.	4/21/2004			
		<i>Status:</i> Complete <i>Responsible Party:</i> Elena/Chip				
		<i>Comments:</i> Process approved.				

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		<i>F = Follow-Up Item</i>				
02.01.05	M	Current Code Update	4/21/2004			
		By initial motion, the committee expressed concern regarding whether DSA will be able to continue allocating sufficient resources to update the current code. The motion was amended by adding "and include adequate support for DSA's policy funds and current activities." The amendment was accepted and the motion was carried unanimously.				
		<i>Status: Complete</i>	<i>Responsible Party: Elena/Chip</i>			
		<i>Comments:</i>				
02.01.07	F	Code Updates	4/21/2004	1/18/2005		
		Chip Smith invited the Advisory Board's assistance in terms of recommendations or suggestions for code updates, providing a forum for stakeholder input to proposals, and providing a recommendation to the State Architect. He welcomed comments from the committee.				
		<i>Status: Complete</i>	<i>Responsible Party: Elena/Chip</i>			
		<i>Comments: See 02.01.06. No comments received to date.</i>				
02.01.08	F	DSA Proposed 2004 Code Supplement	4/21/2004	1/18/2005		
		Staff anticipates having DSA's proposed 2004 Code Supplement document developed prior to June 1; and it was recommended that a public meeting be held prior to July 2004, if possible.				
		<i>Status: Complete</i>	<i>Responsible Party: Elena/Chip</i>			
		<i>Comments: See item 02.01.06.</i>				
02.01.14	F	Earthquake Bracing Systems for Water Heaters	4/21/2004			
		Mr. Shields asked that Mr. Henry Reyes, Seismic Safety Commission be invited to the next BSC meeting to discuss the issue. (See item 02.13.00.)				
		<i>Status: Complete</i>	<i>Responsible Party: Elena/Richard</i>			
		<i>Comments: To DSAAB 10/8/04.</i>				
02.01.15	F	Stakeholder Notification Mailing List	4/21/2004			
		It was noted that DSA's stakeholder notification mailing list now contains over 300 names. Each entry is identified by category. Input and suggestions from committee members regarding the mailing list are welcome.				
		<i>Status: Complete</i>	<i>Responsible Party: Chip Smith</i>			
		<i>Comments:</i>				
02.01.16	F	Waterless Urinal Fixtures	4/21/2004	1/18/2005		
		Regarding the issue of waterless urinal fixtures, Mr. Bate suggested soliciting input from the Department of Health Services.				
		<i>Status: Complete</i>	<i>Responsible Party: Susan/Chip</i>			
		<i>Comments: Need to identify outcome of input solicited and report back to AB.</i>				

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02.02.01	F NFPA Code Development Update DSA is seeking legal counsel regarding copyright problems, etc.	2/17/2005	4/14/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Mary Ann Aguayo/Chip Smith				
	<i>Comments:</i> 3-16-05-Building Standards Commission adopted IBC as the model code.				

03 - Delivery Systems Committee

03.01.01	M Committee Disbanded Motion carried at 10/8/04 DSAAB meeting to disband Delivery Systems Committee.	10/8/2004			
	<i>Status:</i> Complete <i>Responsible Party:</i>				
	<i>Comments:</i>				

04 - Excellence in Public Buildings Committee

04.01.01	F Meeting Facilitator for Excellence in Public Schools Project Secure a meeting facilitator to conduct a one- to two-day work session to define the scope of the Excellence in Public Schools project, components, product(s), next steps, etc., and possibly conduct the session in conjunction with the 10/7-8 quarterly board meeting. The committee determined the first target audience should be school board members.	8/31/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Mary Ann Aguayo/Charles Higuera				
	<i>Comments:</i> To be discussed at 11/5/04 EIPB meeting. Workshop may be conducted in conjunction with CASH or similar conference. Mar 2005-Similar topic of CASH workshop. Reassess work session need. 6/1/05-Topic not discussed; project realigned.				
04.01.02	F CEFPI Planning Manual Mr. Dunston offered to provide a copy of CEFPI's newly revised planning manual to the committee at its next meeting.	8/31/2004	1/18/2005		11/5/2004
	<i>Status:</i> Complete <i>Responsible Party:</i> Liz Schroeder/Dennis Dunston				
	<i>Comments:</i> Follow up with Dennis to provide manual at 11-5-04 EIPB meeting. (Dennis unable to attend 11/5/04 meeting. Will provide at next EIPB meeting.) 6/1/05-Manual shared with committee. CA manual being developed and will be shared.				
04.01.04	F Outline for Committee Work Sessions In reviewing the draft outline, committee members provided their suggestions to improve the outline by rearranging various categories of the outline reviewed at the meeting. (See "Meeting Summary/Next Steps," EIPB minutes of 8/31/04).	8/31/2004			
	<i>Status:</i> Complete <i>Responsible Party:</i> Elena/Jo Ann				
	<i>Comments:</i> Jo Ann distributed update (late September?) via e-mail.				

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04.01.05	F Post Meeting Comments	8/31/2004	1/18/2005		
	Meeting participants were encouraged to send any additional comments regarding defining excellence to Ms. Koplin following the meeting.				
	<i>Status:</i> Complete	<i>Responsible Party:</i> Liz Schroeder/Jo Ann Koplin			
	<i>Comments:</i> Soliciting comments. Ongoing. 6/1/05-Draft complete.				
04.02.01	F Williams Case Implementation Committee	11/5/2004	1/18/2005	11/15/2004	
	Obtain an update on where OPSC is in their response.				
	<i>Status:</i> Complete	<i>Responsible Party:</i> Mary Ann Aguayo/Richard Conrad			
	<i>Comments:</i> Set up meeting with OPSC, Lori Morgan and CDE. Consider as a CASH conference workshop issue. Williams Case update to be presented to the full board on 1/18/05. Jan 2005-Lori Morgan said she will be available to attend a meeting after January. Mar 2005-OPSC provided workshop information which was e-mailed to all DSAAB members.				
04.02.02	F EISB Resource Guide Project	11/5/2004	1/18/2005	11/12/2004	
	Meld existing framework/outline into principles of excellence identified at meeting. Mock up Web page.				
	<i>Status:</i> Complete	<i>Responsible Party:</i> John&Janet/Mary Ann Aguayo			
	<i>Comments:</i> 1) Modify existing table of contents to include identified principles of excellence. Obtain additional input on principles. 2) Mock up Web page with material already developed. 3) Provide links to latest related studies. 4) Assess need for contracted services. 5) Present to committee. Completion Target Date: 12/2005 per 11/5/04 EIPB meeting minutes. 6/1/05-Drafts and web page presented. Project development to follow.				
04.02.03	F Request for E-mail List of Participants involved in Process	11/5/2004	1/18/2005	11/15/2004	
	Develop an e-mail distribution list for the committee that includes all members those who have attended EISB committee meetings since August 2004. Forward distribution list to Charles and Jo Ann.				
	<i>Status:</i> Complete	<i>Responsible Party:</i> Liz Schroeder/Mary Ann Aguayo			
	<i>Comments:</i> 4/14/05-All attendees added to interested parties list for this Committee. Contact list is available when requested.				
04.02.04b	F White Paper-EIPB Goals	11/5/2004	1/18/2005		
	Ted Osborn to draft a white paper using EIPB goals.				
	<i>Status:</i> Complete	<i>Responsible Party:</i> John Vester/Mary Ann Aguayo/Ted Osburn			
	<i>Comments:</i> John Vester provided information regarding existing topics November 2004.				

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04.02.04c F	LAUSD Staff Assistance LAUSD staff to assist with wording papers on school repairs, facility problems, DTSC reports, etc., and submit to John Vester. <i>Status:</i> Complete <i>Responsible Party:</i> John Vester/Mark DeMan/JoAnn Koplin <i>Comments:</i> John Vester provided information requested November 2004.	11/5/2004	1/18/2005		
04.02.04d F	Bibliography of Resource Materials John Vester to provide Ted Osborn and Mark DeMan with an annotated bibliography of resource materials and copies of what DSA has done to date. <i>Status:</i> Complete <i>Responsible Party:</i> John Vester/Mary Ann Aguayo <i>Comments:</i> John Vester provided information regarding existing topics November 2004.	11/5/2004	1/18/2005		
04.02.05a F	CASBO Conference Look into participation and potential presentations at CASBO Conference. <i>Status:</i> Complete <i>Responsible Party:</i> Elena/Mary Ann <i>Comments:</i> CASBO Conference will be April 10-14, 2005 in Anaheim. Conference info available at www.casbo.org . Mar 2005-No follow-up by staff. Planning stage passed.	11/5/2004	1/18/2005	11/15/2004	
04.02.05b F	CSBA Conference At 11/5/04 meeting, JoAnn Koplin suggested that committee members attend CSBA conference, if possible, and asked staff to research conference cost. <i>Status:</i> Complete <i>Responsible Party:</i> Elena Tarailo <i>Comments:</i> CSBA Conference will be December 1-3, 2005, in San Diego. Registration for non-members is \$375 per person. Conference info is available at www.csba.org .	11/5/2004	1/18/2005		
04.02.08a F	Williams Lawsuit Work Group Establish a work group to work with staff to prepare materials on how excellence applies to Williams lawsuit. Work with CDE and other state agencies. Charles Higuera volunteered to lead the group. <i>Status:</i> Complete <i>Responsible Party:</i> Charles Higuera/Mary Ann Aguayo <i>Comments:</i> Williams lawsuit overview to be provided at 1/18/05 DSAAB meeting. Work group will be formulated following the AB meeting. Can address after OPSC presentation to DSAAB. Mar 2005-DSAAB members invited to attend OPSC informational workshops in lieu of presentation.	11/5/2004	1/18/2005		
04.02.08b F	Williams Lawsuit Publish helpful information on critical aspects of the Williams Case (regarding Excellence) by this year's CASH Conference (2/28-3/4/05). <i>Status:</i> Complete <i>Responsible Party:</i> Mary Ann Aguayo <i>Comments:</i> Conference held workshops specifically regarding this case; therefore, DSAAB focused on defining excellence.	11/5/2004	1/18/2005		

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04.02.09	F Writing Consultant Group suggested a writing consultant (editor) be hired to work with section editors. Approach Richard Conrad about moving this project forward.	11/5/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Charles Higuera				
	<i>Comments:</i> Committee Chair, Charles Higuera, to convey at 1/18/05 DSAAB meeting. Full board will then forward their recommendations to State Architect. 1/18/05-Announced at meeting. Issue encompassed in 04.02.04.				
04.02.12	F DSAAB Endorsement of Committee Plans for Project Participants discussed getting DSAAB's endorsement of the committee's plans for the project.	11/5/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Charles Higuera/JoAnn Koplin				
	<i>Comments:</i> Committee Chair to convey project concept at 1/18/05 DSAAB meeting. Full board then forwards their recommendations to State Architect. Mark DeMan to provide LAUSD's flow chart and other applicable materials. 1/18/05-Presented at meeting.				
04.02.13	F List of Excellence Principles Prepare and distribute a list of 5 major excellence principles from 11/5/04 meeting.	11/5/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Mary Ann Aguayo				
	<i>Comments:</i> Completed in January 2005. Draft used for preparation of CASH workshop. Will distribute with next agenda. 6/1/05-Reviewed. Will incorporate comments to fold into overall project.				

05 - Inspector Committee

05.01.03	F Follow-Up Items Mr. Shallenberger asked Ms. Tarailo to provide him with a list of follow-up items after the meeting.	8/12/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Elena				
	<i>Comments:</i> Sent via e-mail on 8/16/04.				
05.01.04	F Project Inspector Exam Process Draft Ms. Taylor invited committee members to e-mail comments and suggestions on their recommendations to her regarding the draft "Project Inspector Exam Process" after the meeting.	8/12/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Elena/Ronna Taylor				
	<i>Comments:</i> Comments received from committee members.				

<i>Item#</i>	<i>Topic/ Description</i>	<i>Meeting Date</i>	<i>Next AB Meeting</i>	<i>To DSA Staff</i>	<i>Staff Report Back to AB</i>
	<i>M = Motion</i>				
	<i>F = Follow-Up Item</i>				
05.01.05	F Project Inspector Exam Process Draft Committee members asked Ms. Taylor to provide them with the unabridged version of the draft after the meeting. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis <i>Comments:</i> Sent via e-mail on 8/13/04.	8/12/2004	1/18/2005		
05.01.06b	F Project Inspector Exam Process (Recommendation 2): a. Have a panel interview qualified applicants for oral interviews; b. Develop a pool of architects willing to serve on interview panels or require letters of recommendation letters from architects; c. Consider composing engineer, school district, and inspector panels. <i>Status:</i> Complete <i>Responsible Party:</i> Elena/Ronna Taylor <i>Comments:</i> Comment noted. IC agenda item. 2/10/05 - See 05.01.06a	8/12/2004	1/18/2005		
05.01.06c	F Project Inspector Exam Process (Recommendation 3): Art Ross supported the concept of allowing field engineers to veto candidates. <i>Status:</i> Complete <i>Responsible Party:</i> Elena/Ronna Taylor <i>Comments:</i> 2/10/05 - See 05.01.06a	8/12/2004	1/18/2005		
05.01.09b	F Proposed Disciplinary Process Regarding the disciplinary process, Mr. Ward recommended defining the infractions in greater detail. Mr. Hall suggested the list of infractions be cited as examples rather than absolutes. He also proposed that the progressive disciplinary steps should be "spelled out." <i>Status:</i> Complete <i>Responsible Party:</i> Elena/JeffENZler <i>Comments:</i> 2/10/05 - See 05.01.09a.	8/12/2004	1/18/2005		
05.01.09c	F Proposed Disciplinary Process Mr. Shallenberger asked the committee to review the unabridged version of the draft disciplinary process and discuss it at the next meeting. <i>Status:</i> Complete <i>Responsible Party:</i> Elena/JeffENZler <i>Comments:</i> 2/10/05 - See 05.01.09a.	8/12/2004	1/18/2005		
05.01.09d	F Interpretive Regulations-IR A-8 Discussion on IR A-8 was deferred to the next meeting to allow time for committee members to review the document. <i>Status:</i> Complete <i>Responsible Party:</i> Elena/Mary Ann <i>Comments:</i> 2/10/05 - See 05.01.09a.	8/12/2004	1/18/2005		

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	<i>F= Follow-Up Item</i>				
05.01.12a	F Multi-Disciplinary Approach and Use of CSI's Qualifications Mr. Shallenberger proposed that the committee revisit the multi-disciplinary approach for Field Oversight at the next meeting. <i>Status:</i> Complete <i>Responsible Party:</i> Elena/John Baca <i>Comments:</i> 2/10/05 - John Baca provided a brief update. DSA determined it will not pursue this as it is outside of DSA's core competencies.	8/12/2004	4/14/2005		
05.01.12b	F Multi-Disciplinary Approach and Use of CSI's Qualifications Mr.ENZler offered to provide committee members with a copy of the qualifications for the Construction Supervisor I position and Mr. Shallenberger suggested reviewing and discussing the qualifications at the next meeting. <i>Status:</i> Complete <i>Responsible Party:</i> Elena/Jeff Enzler <i>Comments:</i> 2/10/05 - See 05.01.12a.	8/12/2004	4/14/2005		
05.01.14b	F LEA Program Mr. Shallenberger recommended defining progressive steps in discipline for the LEA program, noting minor infractions might warrant a letter, more serious problems might require a letter of reprimand, and flagrant abuses would be reasons for suspension. Mr. Hall suggested changing the first sentence to indicate a range of discipline "up to and including suspension." <i>Status:</i> Complete <i>Responsible Party:</i> Elena/Eric France <i>Comments:</i> 2/10/05 - See 05.01.14a	8/12/2004	4/14/2005		
05.01.16	F LEA Program Mr. France invited committee members to submit additional comments on the document to him after the meeting. <i>Status:</i> Complete <i>Responsible Party:</i> Elena/Eric <i>Comments:</i> Comments received.	8/12/2004	4/14/2005		
05.01.17	F Interpretive Regulations Mr. Shallenberger advocated publishing the IR's on the DSA website. <i>Status:</i> Complete <i>Responsible Party:</i> Elena/Mary Ann <i>Comments:</i> Comments noted. All circulars and lrs are posted to the DSA website.	8/12/2004	4/14/2005		

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06 - Policies and Procedures Committee

- | | | | | | | |
|-----------|---|--|--|-----------|--|--|
| 06.01.01 | F | UDC 3/19/04 Motion Revision | 12/14/2004 | 1/18/2005 | | |
| | | The Policies & Procedures Committee will recommend that the Advisory Board revise its prior (March 19, 2004) motion allowing 14 members in the UDC down to 13 members during the June 18, 2004 meeting of the Advisory Board. | | | | |
| | | <i>Status:</i> Complete | <i>Responsible Party:</i> Elena/Mary Ann | | | |
| | | <i>Comments:</i> To be discussed at the 1/18/05 DSAAB meeting. Draft P&P document tentatively revised to reflect 13 members. | | | | |
| 06.01.04 | F | Waterless Urinal Appeal | 12/14/2004 | 1/18/2005 | | |
| | | <i>Status:</i> Complete | <i>Responsible Party:</i> Lowell Shields/Tom Shih/Richard Conrad | | | |
| | | <i>Comments:</i> 1. Lowell to ask Tom Shih to develop records of what worked/ what didn't in last appeal process; 2. Committee Chair and Board Chair to debrief process with State Architect, next steps, and what's been learned from the appeal process; March 2005 Process pulled from DSA Web site. June 2005 Information was gathered on what was successful. | | | | |
| 06.01.07 | F | John Vester to Convey Recommendations | 5/19/2004 | 1/18/2005 | | |
| | | Mr. Vester to convey the recommendations relevant to the UDC at their May 26 meeting. | | | | |
| | | <i>Status:</i> Complete | <i>Responsible Party:</i> Elena/John Vester | | | |
| | | <i>Comments:</i> Update provided to UDC at their 5/26/04 meeting. | | | | |
| 06.01.12 | F | Policies & Procedures Document - Latest Revision | 12/14/2004 | 1/18/2005 | | |
| | | DSA staff will provide the latest revised version of the Policies and Procedures document in to the next Board meeting packet. | | | | |
| | | <i>Status:</i> Complete | <i>Responsible Party:</i> Elena/Mary Ann | | | |
| | | <i>Comments:</i> Will provide modified language at 12-14-04 meeting. See detailed modifications in items 06.01.12a-06.01.12y. | | | | |
| 06.01.12a | F | Policies & Procedures Document - Latest Revision | 12/14/2004 | 1/18/2005 | | |
| | | In Section III (line 3), delete "seismic" and after "buildings" insert "under DSA jurisdiction" at the end of the sentence. | | | | |
| | | <i>Status:</i> Complete | <i>Responsible Party:</i> Elena/Mary Ann | | | |
| | | <i>Comments:</i> Will provide modified language at 12-14-04 meeting. | | | | |

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06.01.12b F	Policies & Procedures Document - Latest Revision The first sentence of the introductory paragraph in Section IV (B), page 4 will be revised to read: "Unless superseded by Title 24, Part 1, the Board consists of...." <i>Status:</i> Complete <i>Responsible Party:</i> Elena/Mary Ann <i>Comments:</i>	12/14/2004	1/18/2005		
06.01.12c F	Policies & Procedures Document - Latest Revision Revise Section IV (B) to read "up to 17 members appointed by the State Architect, plus up to three ex officio members." <i>Status:</i> Complete <i>Responsible Party:</i> Mary Ann <i>Comments:</i> Documents edited accordingly; Mary Ann to clarify if necessary.	12/14/2004	1/18/2005		
06.01.12d F	Policies & Procedures Document - Latest Revision Delete the heading for Section IV (C), inserting text before the line reading, "All appointed Board members may vote." <i>Status:</i> Complete <i>Responsible Party:</i> Elena/Mary Ann <i>Comments:</i>	12/14/2004	1/18/2005		
06.01.12e F	Policies & Procedures Document - Latest Revision Insert "technical" before "consultants", Section V, Item (5). <i>Status:</i> Complete <i>Responsible Party:</i> Elena/Mary Ann <i>Comments:</i>	12/14/2004	1/18/2005		
06.01.12f F	Policies & Procedures Document - Latest Revision Delete "their functions and objectives", Section V, Item (4). <i>Status:</i> Complete <i>Responsible Party:</i> Elena/Mary Ann <i>Comments:</i>	12/14/2004	1/18/2005		
06.01.12h F	Policies & Procedures Document - Latest Revision Delete reference to "subcommittee members of UDC," Section XIV, Item (A), paragraph two. <i>Status:</i> Complete <i>Responsible Party:</i> Elena/Mary Ann <i>Comments:</i>	12/14/2004	1/18/2005		

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	<i>F = Follow-Up Item</i>				
06.01.12i	F Policies & Procedures Document - Latest Revision On page 18, revise first sentence of last paragraph to read: "Expense claims shall be submitted as required in DSA's travel procedures."	12/14/2004	1/18/2005		
	<i>Status:</i> Complete	<i>Responsible Party:</i>	Elena/Mary Ann		
	<i>Comments:</i>				
06.01.12j	F Policies & Procedures Document - Latest Revision Document entitled: "Task Groups: Formation and Operation" incorporated into the 2nd revised draft Policies & Procedures document, applicable for all committees (new Section 1X).	12/14/2004	1/18/2005		
	<i>Status:</i> Complete	<i>Responsible Party:</i>	Elena/Mary Ann		
	<i>Comments:</i>				
06.01.12n	F Policies & Procedures Document - Latest Revision Clarify that the Board serves at the pleasure of the State Architect, and committees serve at the pleasure of the Board chair in the revised draft of the Policies and Procedures document.	12/14/2004	1/18/2005		
	<i>Status:</i> Complete	<i>Responsible Party:</i>	Elena/Mary Ann		
	<i>Comments:</i>				
06.01.12o	F Policies & Procedures Document - Latest Revision Rename Section VIII (A) to state "board chair duties relative to committees."	12/14/2004	1/18/2005		
	<i>Status:</i> Complete	<i>Responsible Party:</i>	Elena/Mary Ann		
	<i>Comments:</i>				
06.01.12p	F Policies & Procedures Document - Latest Revision In Section XII insert the word "only" in the second sentence before "upon authorization by the Board Chair or Executive Director."	12/14/2004	1/18/2005		
	<i>Status:</i> Complete	<i>Responsible Party:</i>	Elena/Mary Ann		
	<i>Comments:</i>				
06.01.12q	F Policies & Procedures Document - Latest Revision Revise the Policies and Procedures so the document refers to and aligns with Title 24, Part 1, with updated information regarding Board composition.	12/14/2004	1/18/2005		
	<i>Status:</i> Complete	<i>Responsible Party:</i>	Mary Ann		
	<i>Comments:</i>	a. Draft P&P document revised to add Community College representative. b. DSA to develop appropriate wording for regulation change to include additional (Community College) member in next cycle. Dec 2004-Regulation change submitted for next cycle.			

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	<i>F= Follow-Up Item</i>				
06.01.12r	F Policies & Procedures Document - Latest Revision Clarify the role of the Board so it is consistent with DSA's jurisdictional authority.	12/14/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Mary Ann				
	<i>Comments:</i> Language re: DSA's jurisdiction included in draft P&P document (page 2, line 5).				
06.02.01	F Community Colleges Policy Committee Discuss possible new committee: "Community Colleges Policy Committee."	12/14/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Mary Ann Aguayo/Richard Conrad				
	<i>Comments:</i> Mary Ann to meet with Richard and bring before the P&P at the next committee meeting: membership makeup; number of members; charge of committee (general parameters and purpose, committee may opt to fine tune). Dec 2004-Decision made to incorporate new member into existing committees and address need for separate committee if necessary.				
06.02.02	F New Community College Member Add Dave Menche to DSAAB member roster. Management to provide new member with applicable information documents.	12/14/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan/Mary Ann/Richard				
	<i>Comments:</i> Richard and Lowell will meet with Community College member to provide orientation information; Susan will set up. Jan 2005-Member oriented.				
06.02.03	F Reactivation of DSA Academy Committee	12/14/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i>				
	<i>Comments:</i> On Hold until Chief of Codes & Standards Branch is brought on board. March 2005 - DSA is establishing the academy and will seek DSAAB assistance if necessary.				
06.02.04	M UDC Membership Requirement Motion by John Scott that would require UDC members to either be a representative of an organization/group or that member elects would find a group that will sponsor them. 2nd by Stephanie Gonos.	10/8/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Mary Ann Aguayo/Lowell Shields				
	<i>Comments:</i> Discuss at the next P&P Committee meeting. Addressed in IV.A. and III.C. of June 2005 P&P draft.				

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	<i>F = Follow-Up Item</i>				

07 - Safety & Emergency Response Committee

- | | | | | | |
|-----------|---|--|---|-----------|-----------|
| 07.01.01a | F | DSA Emergency Response Plan
Review development of DSA's SEMS plan and staff training. | 7/27/2004 | 7/21/2005 | |
| | | <i>Status:</i> Complete | <i>Responsible Party:</i> Dan Levernier | | |
| | | <i>Comments:</i> Responsibility transferred to Dan Levernier on 10/8/04. OES rep to update S&ERC at the 12/1/04 meeting. (OES rep to teleconference in during this portion of the meeting.)
4-2005-Training is being scheduled and will be completed before August 2005. May 2005 Plan in complete and being rolled out w/training. | | | |
| 07.01.03 | F | Schools Preparedness/ Data Collection
The committee noted the importance of working with CDE re: schools preparedness and data collection of post-disaster building damage. | 7/27/2004 | 1/18/2005 | |
| | | <i>Status:</i> Complete | <i>Responsible Party:</i> Elena Tarailo/Dan Levernier | | |
| | | <i>Comments:</i> Comments noted. | | | |
| 07.01.04 | F | CDE Representative
Invite CDE representative (Steve Newsom's replacement) to join the committee. | 7/27/2004 | | |
| | | <i>Status:</i> Complete | <i>Responsible Party:</i> Elena Tarailo/Mary Ann Aguayo | | |
| | | <i>Comments:</i> Invited Diane Waters to the 10/28/04 S&ERC meeting; notified regarding date change. | | | |
| 07.01.06 | F | Emergency Portable Building Criteria
Request for DSA to study emergency portable building criteria. | 7/27/2004 | 7/21/2005 | 5/19/2005 |
| | | <i>Status:</i> Complete | <i>Responsible Party:</i> Dan Levernier | | |
| | | <i>Comments:</i> Comments noted. DSA to provide update to committee at upcoming meeting when staff is prepared to discuss. May 2005 Dan Levernier stated that Policy 97-2 addresses this issue. | | | |
| 07.01.07 | F | LAUSD Staff Invitation
Request to invite LAUSD staff responsible for school district facilities to the SERC meetings. | 7/27/2004 | 1/18/2005 | |
| | | <i>Status:</i> Complete | <i>Responsible Party:</i> Elena Tarailo/Joann Koplin | | |
| | | <i>Comments:</i> Jo Ann invited reps to 7/27 meeting. Robert Kamm to teleconference in during the 12/1 S&ERC meeting. | | | |
| 07.01.08 | F | Charter School Standards
Bring to DSA's attention the committee's concerns that charter schools are not built to public school standards. | 7/27/2004 | 1/18/2005 | |
| | | <i>Status:</i> Complete | <i>Responsible Party:</i> Elena Tarailo/Mary Ann Aguayo | | |
| | | <i>Comments:</i> Discussed at 10/8/04 AB meeting; no action taken. Mary Ann discussed with Richard Conrad. | | | |

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	<i>M = Motion</i>				
	<i>F= Follow-Up Item</i>				
07.01.09	F Agency Interactions and Roles Request for DSA to clarify interactions and roles of various agencies regarding emergency response.	7/27/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> ElenaTarailo/Dan Levernier				
	<i>Comments:</i> OES addressed at meeting.				
07.01.10	F Local Emergency Responders/Interagency Response Process Helpful for DSA to coordinate with local emergency responders. Committee suggested DSA staff to attend meetings of police and fire chief associations. (Seems to be no linkage between DSA and local police & fire association.)	7/27/2004	7/21/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i>				
	<i>Comments:</i> To State Architect for direction. To be considered when DSA has a permanent Fire/Life/Safety staff member. 5-19-05 David Casey is handling cross-communication including interagency coordination (p.3 of DSA Emergency Response Plan).				
07.01.12	F Building Tagging/ Shake Maps Recommended gathering more information on the building tagging process and discussed using shake maps to identify priorities following a disaster.	7/27/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Elena Tarailo/Mary Ann Aguayo				
	<i>Comments:</i> Jan 2005-Richard Conrad said DSA will consider. (Also see 07.01.21.)				
07.01.13	F OES and Police/ Fire Associations Invite representatives from OES and police and fire associations to upcoming committee meeting.	7/27/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Liz Schroeder				
	<i>Comments:</i> Liz to work with Ken Hall regarding extending invitations for Spring 2005 meeting. 1/18/05- Executive Order 03-03: Does it provide enough authority? May 19, 2005 - Merged with 07.01.10.				
07.01.14	F Meeting Location (12/1/04) Staff to ask OES which location is preferable; next committee meeting will be in Oakland or Sacramento depending on OES response.	7/27/2004			
	<i>Status:</i> Complete <i>Responsible Party:</i> Elena Tarailo/Mary Ann Aguayo				
	<i>Comments:</i> Committee meeting held in Sacramento, 1120 Q Street, 5th Floor, Conference Room A.				
07.01.15	F ATC Training Gale Bate asked re: ATC training & staff was asked to contact ATC re: when trainings are offered.	7/27/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Elena Tarailo				
	<i>Comments:</i> Elena emailed Gale for update. He will pursue on his own at a local ATC training.				

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		<i>M = Motion</i>				
		<i>F = Follow-Up Item</i>				
07.01.16	F	OES Disaster Resistant California Conference Committee encouraged to attend OES Disaster Resistant California Conference (DRC) in Sacramento next spring; discussed coordinating the Spring S&ERC meeting to align with the conference.	7/27/2004	1/18/2005		
		<i>Status:</i> Complete			<i>Responsible Party:</i> Mary Ann Aguayo/Jo Ann Koplin	
		<i>Comments:</i> Comments noted. The 2005 conference will be held May 15-18, 2005 at the Sacramento Hyatt Regency hotel. Information sent out to Committee members.				
07.01.19	F	CDE Emergency Preparedness (Future task): Invite CDE representative to brief the committee on the status of CDE's emergency preparedness efforts.	7/27/2004	1/18/2005		
		<i>Status:</i> Complete			<i>Responsible Party:</i> Elena Tarailo/Diane Waters	
		<i>Comments:</i> CDE provided update at 12/1/04 meeting.				
07.01.20	F	Emergency Supply Bin Criteria (Future task): Committee to develop criteria to guide school districts re: choosing appropriate locations for emergency supply bins.	7/27/2004	1/18/2005		
		<i>Status:</i> Complete			<i>Responsible Party:</i> Tony/Jo Ann Koplin	
		<i>Comments:</i> Future item; staff to work with chair. Review/update Emergency Plan checklists, etc., contained in OES documents, "School Emergency Response Using SEMS at Districts and Sites" and "Schools as Post-Disaster Shelters." Tony to provide copies of documents.				
		5-19-05 Merged with 07.02.01.				
07.02.02	F	Building Assessment Criteria Consider developing pre and post event criteria.	12/1/2004	7/21/2005		
		<i>Status:</i> Complete			<i>Responsible Party:</i> Dan Levernier	
		<i>Comments:</i> DSA staffing level insufficient at this time. If developed, post on DSA and CDE web sites. 5-19-05 JoAnn identified that there was a lack of documentation pre & post Northridge. Dan Levernier stated that bldg. assessment form is completed and maintained				
		uner existing training program.				
07.02.04	F	Catalog DSA's Historical Documents Regarding Safety and Emergency Response	12/1/2004	1/18/2005		
		<i>Status:</i> Complete			<i>Responsible Party:</i> Elena Tarailo/Mary Ann Aguayo	
		<i>Comments:</i> Catalog list emailed to committee 12/15/04.				

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	<i>M = Motion</i>				
	<i>F= Follow-Up Item</i>				
07.02.05	M Safety Plans of School Districts Motion passed for DSA to initiate an official letter from DSA to OES regarding school district safety plans and integration of safety plans of local municipalities. <i>Status: Complete</i> <i>Responsible Party:</i> Mary Ann Aguayo/David Thorman <i>Comments:</i> Comment noted. Motion to be forwarded to the full board at the next quarterly meeting, 1/18/05. Acting State Architect to determine next steps following AB meeting. May 2005 - Merged with 07.01.11.	12/1/2004	1/18/2005		
07.02.06	M Literature Search, State and Federal Documents Regarding Sheltering Mandates Identify pertinent state and federal documents regarding sheltering mandates. <i>Status: Complete</i> <i>Responsible Party:</i> Mary Ann Aguayo/Jim McCarthy <i>Comments:</i> Comment noted. Motion to be forwarded to the full board at the next quarterly meeting, 1/18/05. Acting State Architect to determine next steps following AB meeting. Mar 2005-DSA staff will address after Emergency Plan and related training is completed. 5-19-05 DSA presented index of DSA material and will add Disaster Resistant CA Conf. data gathered by JoAnn and OES Schools as Shelters publication.	12/1/2004			7/21/2005
07.02.07	M Seismic Safety for California Schools Report (for Private and Chartered Schools) Seismic Safety Commission (SSC) to release final report. <i>Status: Complete</i> <i>Responsible Party:</i> Mary Ann Aguayo <i>Comments:</i> Henry Reyes will provide to staff when final document is released. Staff will distribute report to Advisory Board and Regional Managers. Henry Reyes presented at 1/18/05 meeting. 4/14/05-Contact Henry Reyes for an update on report release date. 4/29/05 Henry responded that report issued to the DSAAB at the 1/18/05 meeting is the final report. Will reissue electronic copy to members. May 2005 Copy reissued.	12/1/2004	1/18/2005		
07.02.08	M Invite DGS Emergency Response Coordinator to Next Meeting Staff asked to contact John Ashbee. <i>Status: Complete</i> <i>Responsible Party:</i> Liz Schroeder <i>Comments:</i> John Ashbee invited. He plans to attend the 1/19/05 S&ERC meeting in Sacramento. 1/19/05-Meeting postponed. 5-19-2005 John Ashbee attended.	12/1/2004	1/18/2005		

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	<i>M = Motion</i>				
	<i>F= Follow-Up Item</i>				

08 - Universal Design Committee

08.01.01	M	2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Non-Substantive Changes Motion #1: Mr. Skaff made a motion, seconded by Ms. Toji, to approve all the non-substantive changes discussed up to this point, with the exception of those identified by the committee that necessitate further discussion. The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Motion approved by the State Architect.	6/14/2004	10/8/2004	
08.01.02	M	2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Non-Substantive Changes Motion #2: Mr. Skaff made a motion, seconded by Mr. Lawrence, to approve the non-substantive changes to Section 1101C, Chapter 30, and Article 406 as proposed. The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/14/2004	10/8/2004	
08.01.03	M	2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #3: Mr. Guisasola made a motion, seconded by Mr. Peterson, to accept the proposed amendment to Section 1003.3.4.4. The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/14/2004	10/8/2004	
08.01.04	M	2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #4: Mr. Lawrence made a motion, seconded by Mr. Peterson, to accept the proposed amendment to Section 1104B.5#8. The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/14/2004	10/8/2004	
08.01.05	M	2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #5: Mr. Lawrence made a motion, seconded by Mr. Guisasola, to accept the proposed revision (for amendment to Section 1115.B2.1.6.1), with deletion of the third sentence. The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle. The third sentence of 1115B.2.1.6.1 was deleted, consistent with motion #5.	6/14/2004	10/8/2004	

<i>Item#</i>	<i>Topic/ Description</i>	<i>Meeting Date</i>	<i>Next AB Meeting</i>	<i>To DSA Staff</i>	<i>Staff Report Back to AB</i>
	<i>M = Motion</i>				
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08.01.06	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #6: Mr. Skaff made a motion, seconded by Ms. Toji, to accept the proposed amendment (for Section 1117B.5.7), with an additional note clarifying that signs should face the approach. Mr. Skaff withdrew his motion and said he would make a new motion after hearing and discussing the new language. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Where permanent identification signage are provided for rooms/spaces, they shall be located on the approach side of the door as one enters the room/space. Signs that identify units shall be located on the same side of the door as the usual exit sign. Code section incorporated for rulemaking for the 2004 code cycle.	6/14/2004	10/8/2004		
08.01.07	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #7: Mr. Lawrence made a motion, seconded by Mr. Guisasola, to accept the proposed amendment to Section 1003.3.1.8. The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/14/2004	10/8/2004		
08.01.08	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #8: Mr. Skaff made a motion, seconded by Ms. Toji, to accept the proposed amendment to Section 1116B.1.4. The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/14/2004	10/8/2004		
08.01.09	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #9: Mr. Skaff made a motion, seconded by Mr. Guisasola, to refer this section (Section 1116B.1.8) back to the staff for further review. The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/14/2004	1/18/2005		
08.01.10	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #10: Mr. Lawrence made a motion, seconded by Mr. Skaff, to change the reference as proposed (reference cited in Section 1116B.1.8 should be changed to Section 1117B.6). Ms. Toji proposed a friendly amendment, seconded by Mr. Skaff, to add a reference to Chapter 11B as proposed. The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/14/2004	10/8/2004		

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08.01.11	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #11: Mr. Skaff made a motion, seconded by Ms. Toji, to send this section (Section 1133B.7.1.3) back to the staff for further revisions, for review by the committee on June 15, if possible, or as an alternative, to accept the proposed amendment after reviewing ADAAG. Ms. Toji withdrew her second, and Mr. Skaff withdrew his motion. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Recommendation for further review and consideration not approved by the State Architect.	6/14/2004	1/18/2005		
08.01.12	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #12: Mr. Margen made a motion, seconded by Mr. Skaff, to send this issue (regarding Section 1133B.7.1.3) back to staff for further review and consideration. The motion was carried, 5-1 (Mr. Peterson opposed, Mr. Guisasola absent during voting). <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> DSA submitted to BSC to correct 2.5% gradient to 4.16% gradient. Motion clarified in Motion 13.	6/14/2004	1/18/2005		
08.01.13	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #13: Ms. Toji made a motion, seconded by Mr. Peterson, to change the title as proposed (title in Figure 11B-1A). Ms. Toji modified her motion accordingly (according to discussion) and the motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/14/2004	1/18/2005		
08.01.14	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #14: Mr. Lawrence made a motion, seconded by Mr. Peterson, to accept the proposed change (Figure 11B-1A, side elevation notation). The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/14/2004	1/18/2005		
08.01.15	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #15: Mr. Peterson made a motion, seconded by Ms. Toji, to accept the proposed amendment (modification to Figure 11B-21). The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/14/2004	1/18/2005		

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08.01.16	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #16: Mr. Skaff made a motion, seconded by Mr. Lawrence, to accept the proposed modification (to Figure 11B-2B). The motion was carried unanimously.	6/14/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				
08.01.17	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #17: Mr. Skaff made a motion, seconded by Mr. Lawrence, to accept those changes to the diagram (Figure 11B-2B). The motion was carried unanimously.	6/14/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				
08.01.18	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #18: Mr. Lawrence made a motion, seconded by Mr. Margen, to accept the proposed change to Section 220-S (definitions of "Story" and "First Story"). The motion was carried unanimously.	6/14/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				
08.01.19	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #19: Mr. Skaff made a motion, seconded by Mr. Margen, to accept the proposed change (to Section 220-S, definition of Stairway). Motion tied, 3-3-1 (Mr. Scott abstaining).	6/14/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Aaron Noble				
	<i>Comments:</i> Pending-Stockpiled Rulemaking for 2005 or 2006. Possible rulemaking consideration (Committee recommendation). 6-24-05 Item withdrawn by DSA. No further action at this time.				
08.01.20	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #20: Mr. Skaff made a motion, seconded by Mr. Nicol, to continue using the "path of travel" language and reject the proposed change (to Section 1107A.4-D "Detectable Warning"). The motion failed, 2-3-2 (Mr. Lawrence and Mr. Scott abstaining).	6/14/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Aaron Noble				
	<i>Comments:</i> Pending-Stockpiled Rulemaking for 2005 or 2006. Possible rulemaking consideration (Committee recommendation). 6-24-05 Item withdrawn. No further action at this time.				

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08.01.21	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #21: Mr. Skaff made a motion, seconded by Mr. Lawrence, to send the proposed change to Section 1104B.6.3 back to DSA for further review and clarification. The motion was carried unanimously.	6/14/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Aaron Noble				
	<i>Comments:</i> Possible rulemaking consideration (Committee recommendation). 6-24-05 Item withdrawn. No further action at this time.				
08.01.22	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #22: Mr. Skaff made a motion, seconded by Mr. Peterson, to accept the proposed amendment (to Section 1115B.2.1.3.1). The motion was carried unanimously.	6/14/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				
08.01.23	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #23: A motion was made and seconded to send this section (Section 1115B.2.1.3.3) back to DSA for revisions. The motion was carried unanimously.	6/14/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Aaron Noble				
	<i>Comments:</i> Possible rulemaking consideration (Committee recommendation). 6-24-05 Item withdrawn. No further action at this time.				
08.01.24	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #24: Mr. Lawrence made a motion to accept the proposed change (to Section 1116B.1.9). Mr. Skaff proposed amending the motion to accept the change proposed by DSA. Mr. Lawrence accepted this amendment, and Mr. Skaff seconded. The motion was carried unanimously.	6/14/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> State Architect considered and denied motion.				
08.01.25	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #25: Mr. Skaff made a motion, seconded by Mr. Peterson, to accept the proposed amendment (to Section 1116B.1.10). The motion was carried unanimously.	6/14/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				

<i>Item#</i>	<i>Topic/ Description</i>	<i>Meeting Date</i>	<i>Next AB Meeting</i>	<i>To DSA Staff</i>	<i>Staff Report Back to AB</i>
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	<i>F= Follow-Up Item</i>				
08.01.26	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Signs and Identification-Section 1117B.5 Motion #26: Mr. Lawrence made a motion, seconded by Mr. Skaff, to accept the proposed changes to the title, re-numbering, the addition of the "s" to "Notes," and the addition of Note 2. The motion was carried unanimously.	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				
08.01.27	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Signs and Identification-Section 1117B.5 Motion #27: Mr. Scott made a motion, seconded by Mr. Peterson, to accept that change (changing the word "direction" to "directional" in # 2 and 4). The motion was carried unanimously.	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				
08.01.28	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Signs and Identification-Section 1117B.5 Motion #28: Mr. Scott made a motion, seconded by Mr. Peterson, to accept the new language as proposed (for Item 4). Mr. Scott amended the motion to include several issues. Mr. Peterson seconded the amended motion. The motion was carried by a vote of 7-0-1 (with Ms. Toji abstaining and Mr. Guisasola absent during voting).	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle. Reestablishing a threshold of construction cost.				
08.01.29	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Signs and Identification-Section 1117B.5 Motion #29: Mr. Scott made a motion, seconded by Mr. Skaff, to accept the proposed amendment to Section 1117B.5.2. The motion was carried by a vote of 8-0-1 (Mr. Guisasola abstaining).	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				
08.01.30	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Signs and Identification-Section 1117B.5 Motion #30: Mr. Scott made a motion, seconded by Mr. Lawrence, to accept the proposed amendment to Section 1117B.5.5#4. The motion was carried unanimously.	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				

<i>Item#</i>	<i>Topic/ Description</i>	<i>Meeting Date</i>	<i>Next AB Meeting</i>	<i>To DSA Staff</i>	<i>Staff Report Back to AB</i>
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	<i>F= Follow-Up Item</i>				
08.01.31	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Signs and Identification-Section 1117B.5 Motion #31: Mr. Scott made a motion, seconded by Mr. Lawrence, to adopt the proposed amendment to Section 1117B.5.6. The motion was carried unanimously.	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				
08.01.32	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Signs and Identification-Section 1117B.5 Motion #32: Mr. Skaff made a motion to adopt the proposed amendment (for Section 1117B.5.7). Mr. Scott seconded the motion. The motion was carried unanimously.	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				
08.01.33	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Signs and Identification Motion #33: Mr. Scott made a motion, seconded by Mr. Guisasola, to accept the proposed amendments (for Sections 1127B.3 and 1133B1.1.1.1). The motion was carried by a vote of 8-0-1 (with Ms. Toji abstaining).	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				
08.01.34	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Curb Ramps and Detectable Warnings Motion #34: Mr. Skaff made a motion, seconded by Ms. Toji, that the committee reconsider Section 1127B.5, "Curb ramps." The motion was carried unanimously.	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Procedural reconsider proposed revision. This was a procedural motion. The committee voted to reconsider Section 1127B which was considered at the previous UDC meeting. They did reconsider the section in 08.01.35, 36, 37, 38, and 39.				
08.01.35	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Curb Ramps and Detectable Warnings Motion #35: Mr. Lawrence made a motion, seconded by Ms. Toji, to accept the proposed amendments, with the exception of the items pulled for further discussion. The motion was carried unanimously.	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Items pulled were clarified. In Motion 34, the committee voted to reconsider Section 1127B. After that motion was approved, Mr. Scott reviewed the proposed changes and the committee recommended further discussion on 5 issues contained in that proposed change. Motion 35 accepts the proposed changes except for the 5 items pulled for further discussion. The 5 items were covered over the next several motions.				

<i>Item#</i>	<i>Topic/ Description</i>	<i>Meeting Date</i>	<i>Next AB Meeting</i>	<i>To DSA Staff</i>	<i>Staff Report Back to AB</i>
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08.01.36	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Curb Ramps and Detectable Warnings Motion #36: Ms. Toji made a motion, seconded by Mr. Peterson, to approve the sentence saying, "Curb ramps shall have a detectable warning surface." The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/15/2004	1/18/2005		
08.01.37	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Curb Ramps and Detectable Warnings Motion #37: Mr. Peterson made a motion, seconded by Mr. Lawrence, to recommend that detectable warning surfaces be located a minimum of 6 inches and a maximum of 8 inches from the curb line. The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle. The 6" to 8" was incorporated into the proposed code changes.	6/15/2004	1/18/2005		
08.01.38	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Curb Ramps and Detectable Warnings Motion #38: Mr. Lawrence made a motion, seconded by Mr. Peterson, to accept inclusion of the new language (in Section 1127B, #7). The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/15/2004	1/18/2005		
08.01.39	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Curb Ramps and Detectable Warnings Motion #39: Mr. Peterson made a motion, seconded by Ms. Toji, to accept the language proposed (for dimensions of truncated domes). The motion failed, 2-7 (Mr. Skaff and Mr. Margen in favor). <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/15/2004	1/18/2005		
08.01.40	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Curb Ramps and Detectable Warnings Motion #40: Mr. Scott made a motion, seconded by Mr. Guisasola, to accept the proposed amendment (to Section 1116B.3). The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/15/2004	1/18/2005		

<i>Item#</i>	<i>Topic/ Description</i>	<i>Meeting Date</i>	<i>Next AB Meeting</i>	<i>To DSA Staff</i>	<i>Staff Report Back to AB</i>
	<i>M = Motion</i>				
	<i>F= Follow-Up Item</i>				
08.01.41	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Curb Ramps and Detectable Warnings Motion #41: Mr. Scott made a motion, seconded by Mr. Lawrence, to make the proposed revision (for Section 1133B.8.3). The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/15/2004	1/18/2005		
08.01.42	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Curb Ramps and Detectable Warnings Motion #42: Mr. Skaff made a motion, seconded by Mr. Margen, to send this provision (regarding Section 11129B.2) back to DSA to be modified to meet the existing ADAAG. The motion passed, 4-5. <i>Status:</i> Complete <i>Responsible Party:</i> Aaron Noble <i>Comments:</i> Pending. Rulemaking for 2005/2006. Refer to Motion 43. 6-24-05 Code section proposed for removal to comply with ADAAG (per committee recommendation).	6/15/2004	1/18/2005		
08.01.43	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Curb Ramps and Detectable Warnings Motion #43: Mr. Peterson made a motion, seconded by Mr. Lawrence, to approve the proposed amendment to Section 1129B.2, and recommend that DSA look into the issue of ADAAG consistency. The motion was carried, 7 - 2 (Mr. Margen and Mr. Skaff opposed). <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle consistent with ADAG.	6/15/2004	1/18/2005		
08.01.44	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Curb Ramps and Detectable Warnings Motion #44: Mr. Lawrence made a motion, seconded by Mr. Peterson, to accept the proposed amendment to Section 1129B.4. The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/15/2004	1/18/2005		
08.01.45	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Curb Ramps and Detectable Warnings Motion #45: Mr. Skaff made a motion, seconded by Mr. Mincer, to accept the language proposed by Mr. Skaff (No Parking sign on Figure 11B-18A). The motion failed unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> DSA did not move forward.	6/15/2004	1/18/2005		

<i>Item#</i>	<i>Topic/ Description</i>	<i>Meeting Date</i>	<i>Next AB Meeting</i>	<i>To DSA Staff</i>	<i>Staff Report Back to AB</i>
	<i>M = Motion</i>				
	<i>F= Follow-Up Item</i>				
08.01.46	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Curb Ramps and Detectable Warnings Motion #46: Mr. Lawrence made a motion, seconded by Ms. Toji, to accept the proposed amendment (for correction to Section 1133B.5.2.2). The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.	6/15/2004	1/18/2005		
08.01.47	M DSA Policies Proposed for Deletion Motion #47: Ms. Toji made a motion, seconded by Mr. Peterson, to accept the policy deletions proposed by DSA. The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Policy approved by State Architect, in process.	6/15/2004	1/18/2005		
08.01.48	M Proposed New DSA Policies-04-01-Beveled Lip at Curb Ramps Motion #48: Ms. Toji made a motion, seconded by Mr. Mincer, to approve the proposed policy eliminating beveled lips at ramps. The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Policy approved by State Architect, in process.	6/15/2004	1/18/2005		
08.01.49	M Proposed New DSA Policies-04-02-Detectable Warnings Motion #49: Mr. Scott made a motion, seconded by Ms. Toji, to accept the proposed policy, with the addition of other changes made by the committee in the area of detectable warnings. The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Board approved 10/7 & 8/04 revised. Policy approved by State Architect, in process.	6/15/2004	1/18/2005		
08.01.50	M Proposed New DSA Policies-04-03-Visual Alarms in Classrooms Motion #50: Mr. Margen made a motion, seconded by Mr. Skaff, to approve Policy 04-03 as proposed. The motion was carried unanimously. <i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble <i>Comments:</i> Policy approved by State Architect, in process.	6/15/2004	1/18/2005		

<i>Item#</i>	<i>Topic/ Description</i>	<i>Meeting Date</i>	<i>Next AB Meeting</i>	<i>To DSA Staff</i>	<i>Staff Report Back to AB</i>
	<i>M = Motion</i>				
	<i>F = Follow-Up Item</i>				
08.01.51	M Proposed New DSA Policies-04-04-Travel Distance to Accessible Sanitary Facilities	6/15/2004	1/18/2005		
	Motion #51: Mr. Guisasola made a motion, seconded by Ms. Toji, to approve Policy 04-04 as proposed. After some discussion, the committee decided to send this policy back to DSA.				
	<i>Status:</i> Complete <i>Responsible Party:</i> Aaron Noble				
	<i>Comments:</i> Back to DSA, no action. DSA staff is reconsidering policy. May be presented again to the committee at a later date, which is undetermined. 6-24-05 Item withdrawn. No further action at this time.				
08.01.52	F Meeting Minutes Approval	6/14/2004	10/8/2004		
	Committee to approve minutes of the 5/26, 6/14 & 6/15 meetings at the next UDC meeting.				
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan/Mary Ann				
	<i>Comments:</i> Minutes approved with the exception of two items. Staff to follow up. Add to previous, items corrected. Minor corrections made to minutes.				
08.01.55	F Bagley-Keene Open Meeting Act	6/14/2004	1/18/2005		
	Staff to provide Committee with copies of the Bagley-Keene Open Meeting Act.				
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan/Mary Ann				
	<i>Comments:</i> Copies of Act mailed to members.				
08.01.56	F May 26 UDC Meeting Tapes	6/14/2004			
	Staff to provide Mr. Skaff with a copy of the May 26 UDC meeting tapes.				
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis				
	<i>Comments:</i> Copies provided copies to Mr. Skiff on 9/28/04.				
08.01.57a	F Items Sent Back to DSA Technical Staff for Further Review (Motion #9), Section 1116.1.8, "Car Inside."	6/14/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				
08.01.57b	F Items Sent Back to DSA Technical Staff for Further Review (Motion #12), Section 1133B.7.1.3, "Surface Cross Slopes".	6/14/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> State Architect considered and moved forward.				

<i>Item#</i>	<i>Topic/ Description</i>	<i>Meeting Date</i>	<i>Next AB Meeting</i>	<i>To DSA Staff</i>	<i>Staff Report Back to AB</i>
	<i>M = Motion</i>				
	<i>F = Follow-Up Item</i>				
08.01.57c F	Items Sent Back to DSA Technical Staff for Further Review (Motion #21), Section 1104B.6.3, "Assembly Areas". Note: Follow up for consideration in next year's code submittal package.	6/14/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Withdrawn. Status dead per UDC.				
08.01.57d F	Items Sent Back to DSA Technical Staff for Further Review (Motion #23), Section 1115B.2.1.3.3, "Accessible Showers". Note: Follow up for consideration in next year's code submittal package.	6/14/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Withdrawn per UDC.				
08.01.57e F	Items Sent Back to DSA Technical Staff for Further Review (Motion #42), Section 1129B.2, "Less Than Five Spaces for Accessible Parking Required". Note: This was included in this year's amendment package. See Motion #43.	6/15/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Code section incorporated for rulemaking for the 2004 code cycle.				
08.02.01 M	Minutes Approval Motion #1: Mr. Peterson made a motion, seconded by Mr. Mincer that the minutes of May 26, June 14 and June 15 be approved as amended. The motion was carried unanimously.	9/28/2004	10/8/2004		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan/Mary Ann				
	<i>Comments:</i> Listen to tape.				
08.02.02 M	Final Report of the Regulatory Negotiation Committee on Accessibility guidelines for Outdoor Developed Areas Motion #2: Mr. Scott made a motion, seconded by Mr. Skaff to not use the 9/30/99, Final Report of the Regulatory Negotiation Committee on Accessibility guidelines for Outdoor Developed Areas. The motion was carried unanimously.	9/28/2004	1/18/2005		
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Request from Caltrans to utilize the September 30, 1999, Final Report of the Regulatory Negotiation Committee on Accessibility guidelines for Outdoor Developed Areas – http://www.access-board.gov/outdoor/outdoor-rec-rpt.htm . No action taken.				

<i>Item#</i>	<i>Topic/ Description</i>	<i>Meeting Date</i>	<i>Next AB Meeting</i>	<i>To DSA Staff</i>	<i>Staff Report Back to AB</i>
	<i>M = Motion</i>				
	<i>F= Follow-Up Item</i>				
08.02.03	M 2004 Code Adoption Cycle	9/28/2004	1/18/2005		
	Follow-up and Motion #3: Mr. _____ made a motion, seconded by Mr. _____ 1133B.7.13 this is to be sent back to DSA for non-submittal and substantive changes both. This UDC does not want to correct the 2.5%. The intent is to re-affirm original intent. Do changes per ADAAG or Withdraw. The motion was carried unanimously. Mr. Scott will report at the DSAAB meeting.				
	<i>Status:</i> Complete <i>Responsible Party:</i> Aaron Noble				
	<i>Comments:</i> State Architect reviewed and considered but failed. Corrected to 2.5%. State Architect considered the committee's recommendation and disagreed. The State Architect indicated that this percentage should be corrected.				
08.02.11	F Selection of New Committee Member	9/28/2004	1/18/2005		
	OUD has 3-applications - future positions are being represented by organizational representation and should be on the next OUD agenda, possibly by Jan 2005.				
	<i>Status:</i> Complete <i>Responsible Party:</i> Mary Ann Aguayo				
	<i>Comments:</i> Follow up with State Architect before January meeting. No action. January agenda item.				
08.02.14	F Pending Policy	9/28/2004	1/18/2005		
	Interim Housing of students does not apply – trailers are out on site with ramp.				
	<i>Status:</i> Complete <i>Responsible Party:</i> Susan Georgis/Aaron Noble				
	<i>Comments:</i> Dead status. DSA not to move forward.				

09 - CASH Ad Hoc Committee

09.01.01	F Panel Discussion on Excellence	12/7/2004	1/18/2005		
	Panel discussion on excellence introduced by the Excellence Committee's developed definition of Excellence followed by presentations by discipline (i.e., architect, contractor, school district reps, facility planning, maintenance/operation staff, administration, school board reps, etc) presenting their vision/perspective of excellence and how it applies to their projects. Have the panel discussion facilitated by the Acting State Architect.				
	<i>Status:</i> Complete <i>Responsible Party:</i> John Vester/Mary Ann				
	<i>Comments:</i> Workshop to be conducted during the annual CASH conference, March 3, 2005 from 10:15-11:15 a.m. at the Sacramento Convention Center. Mar 2005-Workshop successful. Generated a summary of information captured to post on DSA web pages. Same format is proposed for 2006. 4-15-05-General summary was shared with DSAAB. Format will not work for Web page. May use content on EIPB Committee project.				